



**MINUTES**  
**Joint Operating Committee Regular Meeting**  
**Tuesday, November 1, 2022**

**1. Call to order**

The meeting was called to order by President Schaap via ZOOM at 7:07 pm at Steel Center.

**1.1. Flag Salute**

**1.2. Roll Call**

Baldwin-Whitehall  
 Bethel Park  
 Clairton  
 Clairton  
 Duquesne  
 Elizabeth Forward  
 South Allegheny  
 South Park  
 Steel Valley  
 West Jefferson Hills  
 West Mifflin Area  
 Brentwood

Mr. Pete Giglione  
 Mrs. Gail Hoppe  
 Mr. Roger Tachoir – ABSENT  
 Mr. Richard Livingston, alternate  
 Mrs. Calvina Harris  
 Mr. Travis Stoffer  
 Mrs. Lauren DiBeneditto Huey  
 Mr. Wayne Perry - ABSENT  
 Mrs. Cara Karstetter  
 Mrs. Suzanne Downer  
 Mrs. Debra Kostelnik - ABSENT  
 Mr. David Schaap – via zoom

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record, via zoom  
 Jocelyn Kramer, Weiss Burkardt Kramer  
 Melissa Wood, Baldwin-Whitehall Alternate  
 Gina Englert, West Mifflin Area board director  
 Dr. Richard Dowell, Mon Valley School  
 Katie Clouston, student  
 Cami Santoriello, student  
 Katelyn Korbe, student  
 Emma Ciaramella, student  
 Julie Welsh, student  
 Jaidyn Balogh, student  
 Kylie Lewis, student  
 Matt Franz, HHSDR

**Steel Center Staff:**

Kevin Rice, Executive Director  
 Patrice Allison, Asst. Business Manager  
 Robin White, Asst. Director/Principal  
 David Hall, Supervisor of Building and Grounds  
 Tricia Cousino, Board Secretary  
 Jay Cherep, Technology Specialist  
 Scott Kane, Teacher and Skills Advisor  
 Dennis Erolina, Instructional Aide  
 Stacey Caudill, Teacher and NTHS Advisor

## **2. Board Member Comments & Visitor Comments on Agenda Items**

The agenda was posted on the Steel Center website by 6:00 PM on October 31, 2022. The meeting is open to the public to attend in-person.

## **3. President Remarks**

An executive session was held prior to tonight's meeting for purposes of discussing personnel and legal matters. In addition, President Schaap commended all involved for a wonderful Veteran's Dinner that Steel Center hosted prior to tonight's meeting.

## **4. Student Representative – Skills USA**

Student officers shared the following updates:

- October 26-28, 2022, 17 students attended the Western Regional Fall Leadership Conference at 7 Springs Resort. First place was awarded for T-shirt Design and Second place was awarded for Pin Design.
- In November, SkillsUSA and NTHS are co-sponsoring a winter clothing drive for SHIM.
- Skills representatives will be attending a financial workshop in December.

## **5. Presentations – National Technical Honor Society**

Student officers distributed a NTHS newsletter to all attendees and shared the following updates:

- Currently fundraising by selling Sarris Candy
- \$500 was raised for Cancer Research by selling Breast Cancer Awareness bracelets
- Most recent Vitalant Blood Drive was a success with 22 blood products collected. The next blood drive is scheduled for December 8, 2022.
- They volunteered and participated in the Veterans Dinner held earlier this evening.
- NTHS is partnering with SkillsUSA in a Winter Clothing Drive. Proceeds will benefit South Hills Interfaith Movement (SHIM) and a local shelter.

## **6. Minutes**

- 6.1.** A motion was made by Mr. Giglione, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from October 4, 2022.

## 7. Financial ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mrs. Harris, carried by a roll call vote 9-0, to approve Finance items 7.1 to 7.3 as presented.

### 7.1. Treasurer's Report Ending September 30, 2022

### 7.2. Bills to Be Approved

#### 7.2.1 General Fund Check Register – Payments October 2022

#### 7.2.2 General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)

#### 7.2.3 General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments

#### 7.2.4 Administrative Fund Check Register – Payments October 2022

#### 7.2.5 Administrative Fund Checks to Approve – Future Payments

### 7.3 Ratified Student Activity Report for September 2022

## 8. Administrative ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mrs. Harris, carried by a roll call vote 9-0, to approve Operations, Personnel and Conferences, Seminars & Competitions items 8.1.1 to 8.3.1 as presented.

### 8.1 Operations

#### 8.1.1 2023 JOC Board Meeting Calendar Dates

- Approved the schedule of dates the Joint Operating Committee will meet during the 2023 calendar year.

#### 8.1.2 Occupational Advisory Committee Members 2022-2023

- Approved the following individuals to serve on the respective program areas OAC for 2022-2023:
  - Jeremy Erkel, Sports Medicine
  - Andrea Milano, Automotive Technology
  - John Cochran, Automotive Technology
  - Jeff Cooper, Automotive Technology

#### 8.1.3 Competitive Equipment Grant

- Authorized the Executive Director to apply for the Pennsylvania Department of Education Competitive Equipment Grant to obtain **two(2) Hyundai Ioniq 5 (or similar) Electric Vehicles at a total cost of \$98,590**. Fifty percent (\$49,295) to be paid from the Grant, and Fifty percent (\$49,295) from Steel Center's equipment reserve fund.

#### **8.1.4 PLGIT Resolution**

- Approved the resolution to designate PLGIT as the repository for bond proceeds accepted on behalf of Steel Valley School Authority and direct the JOC officers to execute any necessary documents to effectuate the same.

#### **8.1.5 Energy Contract**

- Approved a three-year contract extension with Direct Energy Business for Power Supply Coordination Services (PSC Services) and electric supply with a start date of January 2024. The contract will set a price for Fixed Adders (capacity, transmission, etc.) at a price that is equal or better than the same price components in place for our current agreement. Wholesale electricity purchases subsequently will be made and matched with the Fixed Adder to provide a final price. The contract extension was approved by the Western Pennsylvania Electric Consortium Committee.

### **8.2 Personnel**

#### **8.2.1 Special Education Facilitator**

- Ratified the hiring of **Fiona Sutton** for the Special Education Facilitator position for the 2022-2023 school year. Her salary will be Lane 4, Step 1 at \$51,447 plus benefits as stated in the Professional Employee Contract.

#### **8.2.2 Work-Based Learning Coordinator**

- Ratified the hiring of **Stacey Caudill** for the Work-Based Learning Coordinator position for the 2022-2023 school year. Her current salary remains in effect as Lane 3, Step 13 at \$66,948 plus benefits as stated in the Professional Employee Contract.

#### **8.2.3 Welding Instructor**

- Ratified the hiring of **Zachary Campbell** for the Welding Instructor position for the 2022-2023 school year. His salary will be Lane 1, Step 5 at \$54,747 plus benefits as stated in the Professional Employee Contract.

#### **8.2.4 Substitute Employee**

- Approved hiring **J'Taya Pirl** as a Substitute Employee for the 2022-2023 school year at the approved daily substitute rate per classification of assignment.

#### **8.2.5 Computer Technology Student Intern**

- Approved the unpaid internship of **Michael Ross**, a senior from South Allegheny High School, as a Computer Technology Intern as part of Steel Center's Work-Based Learning Program.

### 8.2.6 Supplemental Contracts

- Approved the following individuals for supplemental contracts for the 2022-2023 school year with a stipend of \$1,230 per assignment:
  - SkillsUSA: Samantha Brinkman
  - Mentor Teacher: Angela Eberhart

### 8.3 Conferences, Seminars & Competitions

- 8.3.1** Ratified the approval for **Stacey Caudill** to attend the 2022 **PA Cooperative Education Conference** held on October 13 and 14, 2022 at the Penn Stater Conference Center and Hotel, State College, PA at an approximate cost of **\$400**.

## 9. Facilities ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mrs. Harris, carried by a roll call vote 9-0, to approve Facilities Action items 9.1 to 9.2 as presented.

### 9.1. Geotechnical Engineering Services Proposal

- Approved the Proposal to Provide Geotechnical Engineering Services from **Hillis-Carnes Engineering Associates** in the amount of **\$10,026**.

### 9.2. Snow Removal Contract

- Approved the bid from **Haines Landscaping for a period of three years** to perform snow removal services. Shared with SEASS.

## 10. Architect's Report

Matt Franz gave an update on the status of the renovation project. They are currently finishing up the process of the design phase with additional meetings with the staff for input. The land development process with Jefferson Hills Boro will be by the end of November. Mr. Franz had a slide presentation showing floor plans with projected changes as well as drawings of what the completed renovation will look like from the interior as well as the exterior.

Dr. Lutz requested an updated feasibility study.

## 11. Superintendent of Record Report - NONE

## 12. Solicitor's Report

The solicitor's report was provided during executive session.

### **13. Information Items**

#### **13.1. JOC Brief**

Mr. Rice provided the following updates:

- On November 16, 2022, in conjunction with the Fall Occupational Advisory Committee night, a short program will be held to formally announce the renovation. All board members are invited to attend.
- RACP funding was not received, however Steel Center remains eligible for 10 years.
- The “Strength in Differences” initiative continued with a session on Implicit Bias and a task was given to all staff to complete the *Implicit Association Test* (IAT) before the next session.
- Steel Center will have a booth at the *Build On* event at the David L. Lawrence Convention Center on November 4-5<sup>th</sup>. This is a free event to students and families.
- Enrollment numbers were locked in on October 14<sup>th</sup> at 858 students. This translates in a 4% decrease in the cost per pupil.

### **14. Other Business - NONE**

### **15. Visitor Comments**

Mr. Schaap reported that he was currently at the School Leadership Conference at the Kalahari Poconos Resort and will provide a report at the next meeting.

### **16. Adjournment**

There being no further business, a motion was made by Mr. Giglione, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 7:50 pm.

**NEXT MEETING: Tuesday, December 13, 2022**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary